

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

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August 5, 2003

**FROM:** JAMES B. HACKLEMAN, CHAIRMAN  
Law and Justice Group

**SUBJECT:** GRANT APPLICATIONS

**RECOMMENDATION:**

1. Ratify the action of the Chairman of the Board of Supervisors authorizing the Law and Justice Group's submission of a grant application in the amount of \$782,547 to the U.S. National Institute of Justice (NIJ);
2. Ratify the action of the Chairman of the Board of Supervisors authorizing the Law and Justice Group's submission of a grant application in the amount of \$1,480,375 to the U.S. National Telecommunications and Information Administration (NTIA) for the Technology Opportunities Program (TOP).

**BACKGROUND INFORMATION:** Over the past several years, the Law and Justice Group has used a significant portion of its allocated Local Law Enforcement Block Grant (LLEBG) funds to implement technology projects designed to improve efficiencies and communication among its member departments. Recently, the Law and Justice Group identified three grant funding opportunities as potential resources to further these efforts.

Expansion of existing imaging projects that are currently underway in the Sheriff's Department, Office of the District Attorney and Superior Court have been identified as ideal projects that meet the new funding criteria. These projects are designed to ultimately interface with one another, however, limited resources prevent a comprehensive implementation and design. The collaborative project, Storage Technology Optical Records Management (STORM), will improve the efficiencies and business practices among the participating agencies. This innovative project will result in the development of a complex, fully integrated electronic criminal case filing system. STORM includes an interface system that supports the core functions and interaction between the participating agencies. Optical storage of data and other information will permit rapid retrieval and accurate transmission, and will result in substantial savings of safety personnel's time that is now taken up in dealing with paperwork. As a result, sworn personnel will be able to spend more time performing their primary law enforcement functions. Further, conversion to optical storage will permit a dramatic reduction in the amount of space now dedicated to paper records.

STORM builds on existing projects currently underway in each of the above-mentioned departments. Independently, these departments have started imaging programs that meet the needs of each department. STORM will be implemented in several phases, each phase meeting independent objectives while enhancing existing system components. Therefore, if a particular funding is not granted, the independent phases can still be implemented.

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### National Institute of Justice (NIJ) Grant Application

A grant application was submitted to the National Institute of Justice (NIJ) seeking \$782,647 in federal funding. This grant does not require a local match, however local contribution is encouraged. Approximately \$68,776 has been identified as local funds for this grant application. These costs represent functions that are occurring regardless of grant funding, therefore, using these costs as local match do not require additional local cost.

### National Telecommunications and Information Administration (NTIA) Grant Application (TOP)

A grant application was submitted to the National Telecommunications Information Administration (NTIA) for the Technology Opportunities Program (TOP) seeking \$1,480,375 in federal funding. Several items in this grant application overlap those in the NIJ grant application in the event the NIJ grant is not awarded. Should the NIJ grant receive approval, the TOP grant amount may be modified to \$664,000. The TOP grant requires a 50% local match, which can be in the form of cash or "in kind" services. The matching funds include functions that are already occurring regardless of the grant funding. Therefore, using these functions as part of the local match do not require any additional local cost. In the grant application, these costs were grouped together as full time positions; however, it is actually multiple people absorbing smaller portions of the project into current workloads.

### Congressional Earmark Funds

The District Attorney has already been assured of 2003 Congressional Earmark Funds in the amount of \$496,750 for imaging projects. This award is the result of the County's submission of the 2002 Federal Funding Proposals. These funds will be used to jumpstart STORM by implementing the first phase of the project. Should the other grants not be approved, this funding will allow initial start up of the project. If either of the other grants is approved, staff would need to return to the Board to realign the budgets and expendable items under respective terms of the new grants.

The Law and Justice Group became aware of these funding opportunities shortly before their respective deadlines. Due to the time necessary to prepare competitive and quality proposals, the application was not finalized in time to meet the Board agenda time lines. A memorandum dated March 24, 2003 was sent to the Chairman of the Board of Supervisors requesting approval to submit the applications prior to submission to the Board. The Chairman approved the submissions on March 24, 2003. Since then, the Law and Justice Group has been working with the County Administrative Office to identify possible allocations of the project costs pending award of either (or both) of the grants and all other funding sources and resources for the local match to ensure that additional local cost will not be requested.

This is a collaborative effort that includes the County Information Services Department. The goal of these grant applications is to leverage funding to create a unique interagency optical records management system that could serve as a model for other consortia on a local, state, or national level.

**REVIEW BY OTHERS:** This item has been reviewed by County Counsel (Rex Hinesley, Chief Deputy County Counsel) on July 15, 2003; the District Attorney (Jane Allen, Chief of Administration) on July 16, 2003 and (Sarah Hudson, Department IS Manager) on July 24, 2003; Superior Court (Tressa Kentner, Court Executive Officer) on July 15, 2003; Sheriff's Department (Michael Stodelle, Deputy Chief) on July 17, 2003; and (David Rozonsky, Department IS Manager) on July 16, 2003; Information Services Department (David Rogers, Assistant Chief Information Officer) on July 18, 2003; and County Administrative Office (Marcia Faulkner, Administrative Analyst) on July 25, 2003.

**FINANCIAL IMPACT:** If any of these grants is awarded, the Law & Justice Group will return to the Board for acceptance, necessary appropriations, and identification of the available local match. The anticipated local match includes the costs of functions that would already be occurring in the next 2-3 years regardless of the grant funding, so no additional county local cost will be requested. Award of these grants would significantly enhance the project and reduce the timeline.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTER:** James B. Hackleman, Chairman, Law and Justice Group (387-6610)

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